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August 3, 2005

The Howell County Sheltered Workshop Board met at 7:00 p.m. on August 3, 2005 in the Howell County Commission Room located at the Howell County Courthouse, West Plains, Missouri.

Members present were: Jay Garnett, Joan Bailey Russell, Judy Von Allmen, Trent Cochrum, Jem Duffin and Jack Doss.

Also present were: Ozark Sheltered Industries (OSI) Manager Courtney Murphy, Howell County Presiding Commissioner Larry Spence and county resident Dan Hutchison.

The meeting was called to order by Chairman Jay Garnett.

The board discussed the possibility of obtaining a legal opinion as to what projects that the county funds may be used for. After discussion, Jim Duffin made a motion to contact local attorney Newt Brill to obtain an opinion. The motion was seconded by Trent Cochrum and approved by the board by a vote of: YES - Garnett, Russell, Von Allmen, Cochrum, Duffin and Doss, NO - none

Chairman Garnett suggested that the board only fund the Ozark Sheltered Industries (OSI) until the board obtains an opinion.

It was noted that the contract between the board and the Missouri Mental Health Trust Fund (Poplar Bluff Regional Center) did expire on June 30, 2005. Chairman Garnett also noted that the last payment (\$6,620.00) made to the trust fund has not been cashed upon his request. After discussion, Jem Duffin made a motion to reaffirm the boards commitment made to the trust fund with the last check and authorized them to proceed with cashing the check. The motion was seconded by Jack Doss and approved by the board by a vote of: YES - Garnett, Russell, Von Allmen, Cochrum, Duffin and Doss, NO - none

Chairman Garnett suggested that the board not make future payments to OSI until a new and current contract is executed by the boards. Joan Bailey-Russell made a motion to authorize \$500.00 toward the preparation of a new contract. The motion was seconded by Jem Duffin and approved by the board by a vote of: YES - Garnett, Russell, Von Allmen, Cochrum, Duffin and Doss.

Treasurer Jack Doss reported that the State Auditor's Office has recently concluded an audit of the board funds and has informally suggested/requested that:

- Obtain receipts for all money spent
- Meals should not be paid for out of county funds
- When board members attend out of town meetings and request reimbursement, a pamphlet about the meeting attended should be kept on file.
- Request for - copies of all contracts
- Request for - copies of signed minutes since February 17, 2004

Chairman Garnett extended a thank you to Jem Duffin for his many hours spent going back several years and organizing the records of the board.

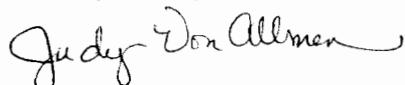
Ozark Sheltered Industries (OSI) Manager Courtney Murphy reported that he will be requesting \$35,000.00 (\$140,000.00 per year) for transportation cost incurred by the workshop. Also, the current cash balance in the OSI account(s) is approximately \$800,000.00.

The board discussed what the appropriate cash balance should be for OSI. Mr. Murphy indicated that he believes that an eight month operating reserve balance, plus a \$400,000.00 building fund balance is appropriate.

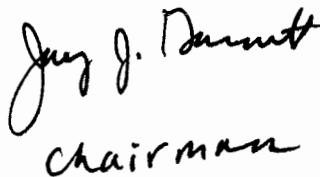
The board discussed the upcoming tax rate hearing and tentatively set August 18, 2003 as the hearing date. The board agreed to advertise and consider a 0.05 cent levy at the hearing. Jack Doss made a motion to authorize up to \$200.00 for the publication cost of the hearing. The motion was seconded by Joan Bailey-Russell and approved by the board by a vote of: YES - Garnett, Russell, Von Allmen, Cochrum, Duffin and Doss.

Chairman Garnett told the board that he hopes to receive a liability insurance quote from Missouri Public Entity Risk Management Fund before the next meeting.

The meeting was adjourned.



Judy Von Allmen  
Acting Secretary

  
Chairman